

MAY 2008

Army Project Office

CONTRACTOR VERIFICATION SYSTEM (CVS) MONTHLY UPDATE

To: Installation Points-of-Contact, Trusted Agent Security Managers, & Trusted Agents

From: Army Service Point of Contact (Army DEERS/RAPIDS Project Officer)

This is the third in a series of monthly CVS updates focusing on matters of interest to Army IPOCs/TASMs/TAs.

These updates are intended to provide up to date information and/or clarification of policy and procedural issues related to your CVS operations. Widest dissemination of this information to all TASMs and TAs within your area of responsibility is requested.

Army CVS Support: The Army CVS Team has a *new* team member. Our team now includes:

- Robert (Bob) Eves
Phone: 703-325-0378; DSN: 221-0378
Email: bob.eves@us.army.mil
- Daphne Jackson
Phone: 703-325-2538; DSN: 221-2538
Email: daphne.l.jackson@us.army.mil
- Enid Torretti
Phone: 703-325-9046; DSN: 221-9046
Email: enid.torretti@us.army.mil
- All CVS inquiries may be addressed to any CVS Team member.
- **CVS SiteID and TASM Requests should be submitted via DIGITALLY SIGNED AND ENCRYPTED email to Ms. Torretti, cc: Mr. Eves & Ms. Jackson.**
- **Requests for CVS Training should be submitted to Ms. Jackson, cc: Mr. Eves & Ms. Torretti.**

Note: Please do not expect that email submitted to former members of the CVS Team or the NETCOM IA-CAC/PKI Help Desk will be forwarded to current CVS team members.

CVS TASM/TA Requirement: A draft DoDIG audit report, subject: Controls Over the Contractor Common Access Card Life Cycle, indicates contractors have been assigned as TASMs and TAs within DoD and all the Armed Services. The Army had 20 TASMs and 84 TAs identified as contractors. The CVS team has addressed the TASMs in violation and will begin work on the TAs shortly. **CVS TASMs and TAs are required to be a DoD uniformed service member or DoD civilian working for the Department of the Army. Contractors CANNOT be assigned TASM or TA responsibilities.**

CVS TASM/TA Certification Courses: *DMDC anticipates locking down the online CVS application, perhaps as soon as June 2008, permitting access to only those TASMs and TAs who have completed the Certification Training. Advanced warning of the lockdown has been promised, but nothing has been received to date. If a TASM also performs TA duties, the TASM will need to complete both the TASM and TA Certification Training courses. Once a TASM or TA has “enrolled” in the training, they have 90 DAYS TO COMPLETE the courses. An individual must have a TASM or TA account established in CVS prior to enrolling in certification courses.*

This training was made available through CVS with the release of Version 2.02 in February 2007. It can be accessed by selecting the "Certification Training" link from the "Quick Links" section of the CVS TASM or TA home pages. (This training may eventually be available via the "Help" page, "Certification Training" link.) It is also available via the DMDC Learning (LMS) Site:

<https://learning5.dmdc.osd.mil/html/index.jsp>.

Login to this site can be accomplished by CAC. Accessibility to the certification courses will be determined by the CVS trusted role the individual holds. The DMDC CVS Program office identifies these certification courses as the minimum requirement for accessing the application, but acknowledges *the courses do not provide the detail afforded by the Army CVS Team in its CVS VTC Training.*

CAC Eligibility Requirements: The primary eligibility requirement for CAC issuance to a contractor in CONUS (who is not deploying overseas) is the need for logical access to a DoD or DA information system. The CAC will not be issued solely for the purpose of physical access to installations and/or buildings at this time. The DoD is in the process of developing its physical access policy and guidance which may be out later this year.

Background Vetting: In accordance with HSPD – 12 requirements, a CVS TA must VERIFY that an FBI 10 point fingerprint check has been completed without adverse comment, and a NACI or equivalent has been initiated (SF-85 or 85P completed and submitted to OMB) prior to approving the contractor CAC application.

***** ATTENTION ***:** Following TA approval and DEERS/RAPIDS issuance of a second CAC for a contractor, it is possible that a TA will see two line item entries for that contractor on their “Browse CACs – Approved Apps where CAC Issued” page. If the Card Status for both entries is “VALID”, DO NOT attempt to REVOKE the obsolete entry. *Doing so will cause the current CAC PKI certificates to be revoked.* Use the REVOKE option ONLY when a contractor’s relationship with DoD/DA has been terminated. When in doubt, contact the Army CVS Team.